

## On-site Lodging Request Form

You have been selected for the following course. IF you desire any of the services listed below then this form must be completed by the date indicated. **PLEASE, DO NOT RETURN THIS FORM TO NCTC IF YOU DO NOT DESIRE THE SERVICES LISTED BELOW.**

<b>COURSE:</b>			
<b>TRANSPORTATION FROM AIRPORT TERMINAL TO NCTC desired (provided Monday-Friday, 0800 through 1600):</b>			
	YES	NO	
<b>GOVERNMENT LODGING Desired:</b>	YES	NO	
	MALE	FEMALE	

Cost of the dormitories is included in the tuition for the course. There are **no meals provided** at the dormitory (closest food services are within 5 miles of NCTC). Smoking is not allowed in the Dormitory due to NFPA restrictions.

The dormitory is opened M-F and is closed on weekends/holidays. If your travel is on one of the days that the dorms are closed please chose an area motel until Monday morning to check in with the Training Center.

<b>Name:</b>	
<b>Agency:</b>	<b>District:</b>
<b>Work Address:</b>	
<b>Date/Time Of Arrival:</b> <i>Please note Dorms are not available for Sunday night stay due to security reasons.</i>	<b># of Nights needed:</b>
<b>Phone Number(s) where you can be reached:</b>	
<b>Electronic Address:</b>	
<b>Remarks:</b>	

**Print and mail or fax the following request no later than 2 weeks before the course starting date. You will not be guaranteed services after this deadline.**

Northern California Training Center  
 6101 Airport Road  
 Redding, CA 96002-9423  
 Phone: (530) 226-2720  
 Fax: (530) 222-5460  
 Email: [nctc\\_training@fs.fed.us](mailto:nctc_training@fs.fed.us)

**NOTE: ALL TRAINEES WILL BE ASSESSED A TUITION CHARGE. A CANCELLATION NOTICE MUST BE RECEIVED BY NCTC WITHIN TWO WEEKS OF THE COURSE OR THE TUITION CHARGE WILL BE ASSESSED.**